

**MASTER ELECTRICIAN'S LICENSE**

**ST. JOSEPH COUNTY/CITY OF SOUTH BEND**

125 South Lafayette Boulevard, Suite 100

South Bend, Indiana 46601

574-235-9554

574-235-5541 (fax)

In order to obtain a Class "A" license, the applicant must:

- Complete the application form provided
- Be at least twenty-one (21) years of age
- Submit a picture I.D. (i.e., driver's license)
- Submit a fifty dollar (\$50.00) non-refundable application fee (this does not include Prometric's registration fee)
- Provide a statement from the Police Department of their local municipality indicating whether or not the applicant has ever been convicted of a misdemeanor or felony and if so, the crimes convicted of and the dates and places of such convictions.
- Have at least four (4) years (or equivalent) experience in the installation, repair and maintenance of residential, commercial or industrial electrical wiring, apparatus or equipment; and is able to furnish proof of such experience.
- Submit a letter of reference from each contractor listed on the application verifying apprenticeship.

All applicants must be reviewed by the Board of Examiners if they have not taken or passed the exam. The board members have ten (10) business days to review the application to determine if requirements are met as set forth in the ordinance.

Applicants should be certain of the exam date they select. Prometric will not accept anything after the cutoff date for that particular site and month.

If an applicant has previously taken the Prometric exam #C20113 and passed with a score of seventy per cent (70%) or above, a reciprocal letter will be accepted and should be submitted with the application as long as the individual meets the minimum requirements as stated above.

BUILDING DEPARTMENT  
ST. JOSEPH COUNTY/CITY OF SOUTH BEND  
125 SOUTH LAFAYETTE BOULEVARD, SUITE 100  
SOUTH BEND, INDIANA 46601  
574-235-9554 OFFICE  
574-235-5541 FAX

2013

**APPLICATION FOR ELECTRICAL CONTRACTOR'S LICENSE**  
**A \$50.00 APPLICATION FEE MUST ACCOMPANY THIS APPLICATION**

APPLICANT'S NAME \_\_\_\_\_ DATE: \_\_\_\_\_

HOME ADDRESS \_\_\_\_\_ PHONE: \_\_\_\_\_

DATE OF BIRTH \_\_\_\_\_

IF APPLICANT REPRESENTS A FIRM OR CORPORATION GIVE FIRM NAME: \_\_\_\_\_

**OCCUPATION FOR LAST 5 YEARS:**

1. FIRM NAME \_\_\_\_\_

2. FIRM NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE# \_\_\_\_\_

PHONE# \_\_\_\_\_

DUTIES: \_\_\_\_\_

DUTIES: \_\_\_\_\_

YEARS OF SERVICE \_\_\_\_\_

YEARS OF SERVICE \_\_\_\_\_

(LIST ANY OTHERS ON REVERSE SIDE)

TOTAL YEARS OF EXPERIENCE: JOURNEYMAN: \_\_\_\_\_ ELECTRICAL CONTRACTOR \_\_\_\_\_

HAVE YOU EVER TAKEN THE PROMETRIC (PREVIOUSLY KNOWN AS BLOCK OR EXPEIOR) EXAMINATION  
FOR ELECTRICAL CONTRACTOR? YES \_\_\_\_\_ NO \_\_\_\_\_

IF YES: WHERE: \_\_\_\_\_ DATE \_\_\_\_\_

**EDUCATION:**

HIGH SCHOOL \_\_\_\_\_ TRADE SCHOOL \_\_\_\_\_ NIGHT SCHOOL \_\_\_\_\_ OTHER \_\_\_\_\_

STATE OF INDIANA )  
                                  ) SS:  
ST. JOSEPH COUNTY )

I, \_\_\_\_\_ being duly sworn upon his/her oath, deposes and says that all statements made  
in the above application are true, and said statements are made for the purpose of securing an examination and  
obtaining a license as an electrical contractor in the City of South Bend and the County of St. Joseph, Indiana.

\_\_\_\_\_  
Applicant's Signature

Subscribed and sworn to before me, a Notary Public, in and for said County and State, this \_\_\_\_\_ day of \_\_\_\_\_.

\_\_\_\_\_  
Notary Public -- Residing in St. Joseph County, Indiana

My Commission Expires: \_\_\_\_\_

# Master Electrical

Catalog Number: C20113  
Exam Number: 912904  
Effective Date: 08/12/08

## License Information

**Scope** – Tests a candidate's knowledge of the design, plan, installation, repair, alteration, and maintenance of electric conductors, raceways, and equipment for light, heat, and power.

## Examination Outline

### Open Book

**100 Questions - Four-hour time limit**

**70% Correct required to pass**

Exam Topic	%
General Electrical Knowledge	10
Wiring and Protection	25
Wiring Methods and Materials	20
Equipment for General Use	20
Special Occupancies	10
Special Equipment	5
Special Conditions	5
Communication Systems	5

## References

The following reference **is allowed** in the testing center.

1. *NFPA 70 National Electrical Code*, 2008 Edition, National Fire Protection Association, 1 Batterymarch Park, P.O. Box 9101, Quincy, MA 02269-9101, [www.nfpa.org](http://www.nfpa.org).

The following references were used to create exam questions but **are not allowed** in the testing center.

1. *Alternating Current Fundamentals*, Seventh Edition, 2006, Delmar Learning, P.O. Box 6904, Florence, KY 41022, [www.delmarlearning.com](http://www.delmarlearning.com).
2. *Mike Holt's Illustrated Guide to Basic Electrical Theory*, Third Edition, 2008, Mike Holt Enterprises, Inc., 3604 Parkway Boulevard, Suite 3, Leesburg, FL 34748, [www.NECcode.com](http://www.NECcode.com).
3. *Printreading Based on the 2008 National Electrical Code (NEC)*, 2008 Edition, American Technical Publishers (ATP), 1155 West 175th Street, Homewood, IL 60430-4600, [www.go2atp.com](http://www.go2atp.com).

For information on how to obtain exam references, please call toll-free 877.624.2562.

## Copyrighted Exam Questions

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## STATE OF INDIANA EXAMINATION SCHEDULE

2013

Registration forms and exam fees must be received by Prometric on or before the cutoff dates indicated on this exam schedule. No exceptions will be made to this policy. Registration forms and exam fees received after the cutoff date will be assigned to the next available site and date nearest the initial request. Please make note of this information.

Candidates should be certain of the exam date they select. Once the cutoff date has passed, Prometric will be unable to reschedule a candidate's exam date. Upon receipt of payment to Prometric, your exam request is immediately processed and exam fees cannot be refunded.

<b>Columbus</b>		<b>Ft. Wayne</b>		<b>Indianapolis</b>	
Cutoff	Exam	Cutoff	Exam	Cutoff	Exam
02/22/13	03/09/13	12/27/12	01/12/13	01/25/13	02/09/13
05/23/13	06/08/13	03/29/13	04/13/13	03/29/13	04/13/13
08/29/13	09/14/13	06/26/13	07/14/13	05/31/13	06/15/13
11/20/13	12/07/13	09/27/13	10/12/13	07/26/13	08/10/13
				09/27/13	10/12/13
				11/20/13	12/07/13

**PROMETRIC**  
**ATTN: NATIONAL CONSTRUCTION PROGRAM**  
**1260 ENERGY LANE**  
**ST. PAUL, MN 55108**  
**1-800-280-3926**  
**FAX: 1-800-813-6670**

[www.prometric.com](http://www.prometric.com)

Questions? Please contact Sandra Parmerlee, Licensing Secretary, at the City of South Bend/St. Joseph County Building Department, 125 S. Lafayette Blvd., Suite 100, South Bend, IN 46601

Phone: 574-235-9554

Fax: 574-235-5541

**ST. JOSEPH COUNTY/CITY OF SOUTH BEND     2013**  
**BUILDING DEPARTMENT**

**ELECTRICAL/HVAC LICENSE INFORMATION**

**ELECTRICAL CLASS A:**

A Class A Electrical Contractor's License may be issued to a person who is principally engaged in the business of electrical contracting. This license entitles the holder and his/her employees to perform electrical contracting work. The holder must maintain a business telephone.

**ELECTRICAL CLASS B:**

A Class B Industrial Electrical License may be issued to a person who installs, maintains, alters, and/or repairs electrical equipment, provided that any such work performed shall be confined to the industrial premises described in the license application and certificate. No person shall hold more than one (1) Class B license at one (1) time.

**HEATING CLASS A:**

A Heating, Air Conditioning, and Ventilating Contractor's License may be issued to a person who is principally engaged in the business of heating, air conditioning, or ventilating contracting. This license entitles the holder and his/her employees to perform heating, air conditioning and ventilating contracting work and to sell approved heating, air conditioning and ventilating apparatus and devices. The holder must maintain a business telephone.

There is a fifty dollar (\$50.00) registration fee due from the applicant at the time the application is submitted for review by the appropriate Board. At that time, if the applicant meets the requirements, they will be given the form to submit to Prometric to take the exam. A resume of experience and three letters of reference must accompany the application.

**LICENSE FEES:**

Electrical Class A	New	\$100.00	Renewal	\$100.00
Electrical Class B	New	\$100.00	Renewal	\$100.00
Heating Class A	New	\$100.00	Renewal	\$100.00

**SURETY BOND:**

Each applicant that carries a Class A license must also provide a surety bond in the amount of five thousand dollars (\$5,000.00) naming the City of South Bend and St. Joseph County as the obligee for a period of one (1) year. The term of the license will run with the bond expiration date. The bond must indicate the individual's name and "doing business as" if applicable.

**INSPECTORS:**

Inspectors may be contacted M-F between the hours of 7:30 a.m.-9:00 a.m. and 3:30 p.m. to 4:00 p.m.

RICK SPITAEELS - ELECTRICAL INSPECTOR  
ROBERT VEAL - HVAC INSPECTOR

City of South Bend/St. Joseph County Building Department  
125 South Lafayette Boulevard, Suite 100, South Bend, Indiana, 46601.  
574-235-9554  
574-235-5541 (Fax)

12-10-12

## INDIANA CODE BOOKS

1. **INDIANA BUILDING CODE (IBC) – 2008**
  - a. International Building Code – 2006 – First Printing
  - b. Indiana Amendments\*
2. **GENERAL ADMINISTRATIVE RULES (GAR)**
3. **INDIANA RESIDENTIAL CODE – 2005**
  - a. International Residential Code – 2003 (5<sup>th</sup> Printing)
  - b. Indiana Amendments and Chase Amendments\*
4. **INDIANA MECHANICAL CODE – 2008**
  - a. International Mechanical Code – 2006 – First Printing
  - b. Indiana Amendments\*
5. **INDIANA FUEL GAS CODE – 2008**
  - a. International Fuel Gas Code – 2006 – First Printing
  - b. Indiana Amendments\*
6. **INDIANA ENERGY CONSERVATION CODE – 2010**
  - a. ASHRAE 90.1 – 2007 Edition
  - b. Indiana Amendments\*
7. **INDIANA ELECTRICAL CODE (IEC)**
  - a. NFPA 70, National Electrical Code – 2008 – First Printing
  - b. Indiana Amendments\*
8. **INDIANA PLUMBING CODE (IPC)**
  - a. International Plumbing Code – 2006 – Second Printing
  - b. Indiana Amendments\*
9. **INDIANA SWIMMING POOL**
  - a. Based on: 1989 Indiana Swimming Pool Code
  - b. Indiana Amendments\*
10. **I.B.C. CHAPTER 11 – ACCESSIBILITY/FAIR HOUSING RULE**
  - a. Indiana Amendments\*
11. **INDIANA FIRE CODE (IFC) – 2008**
  - a. International Fire Code – 2006 – First Printing
  - b. Indiana Amendments\*

\* Available thru <http://www.in.gov/legislative/iac>

FOR ORDERING AND PRICE INFORMATION CONTACT: International Code Council  
1-888-422-7233  
8 a.m. – 7 p.m. Monday thru Friday  
or  
Architectural Center Bookstore  
317-634-3871